



# Town of Groton, Connecticut

45 Fort Hill Road  
Groton, CT 06340-4394  
Town Clerk 860-441-6640  
Town Manager  
860-441-6630

## Meeting Minutes

### Representative Town Meeting

**Moderator Scott L. Newsome, Representatives Karin Adams, Robert Bailey, Jeanne Baker, Joe Baril, Alicia T. Bauer, Rafael Burgos, Jr., Clarence Casper, Lynn Crockett Hubbard, Susan Deane-Shinbrot, Jim Evans, Thomas A. Frickman, Bob Garcia, Nancy Gilly, Matthew G. Longino, Jim Loughlin, Emily Maher, Brandon Marley, Jackie Massett, Lisa McCabe, Bruce A. McDermott, Roscoe L. Merritt, Jim Nault, Kathy Neugent, Lian Obrey, Juliette M. Parker, Richard J. Pasqualini, Jr., Carolann Quinn, Dutcha Sliker-Hersant, Joan Steinfeld, Irma J. Streeter, James L. Streeter, Archie Swindell, Patricia Wagner, Lori A. Watrous, Gary Welles, Ivy R. Williams, and Jonathan Wilson.**

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Wednesday, December 14, 2016

7:30 PM

Groton Senior Center

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#### REGULAR MEETING

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*Moderator Scott Newsome called the meeting to order at 7:35 p.m.*

#### A. ROLL CALL

Members Present: Moderator Newsome, Rep. Adams, Rep. Bailey, Rep. Baker, Rep. Burgos, Jr., Rep. Casper, Rep. Conley, Rep. Frickman, Rep. Sliker-Hersant, Rep. Gilly, Rep. Maher, Rep. Marley, Rep. Massett, Rep. McCabe, Rep. McDermott, Rep. Nault, Rep. Neugent, Rep. Obrey, Rep. Parker, Rep. Steinfeld, Rep. Swindell, Rep. Wagner and Rep. Welles  
Members Absent: Rep. Baril, Rep. Bauer, Rep. Cini, Rep. Hubbard, Rep. Deane-Shinbrot, Rep. Evans, Rep. Garcia, Rep. Longino, Rep. Loughlin, Rep. Merritt, Rep. Pasqualini Jr., Rep. Quinn, Rep. Streeter, Rep. Streeter, Rep. Watrous, Rep. Williams and Rep. Wilson

*Moderator Newsome stated that 23 members were present and he declared a quorum.*

*Also present were Town Manager Mark Oefinger, Assistant Superintendent of Schools Susan Austin, Town Clerk Betsy Moukawsher and Town Clerk Office Assistant II Michael Thorpe.*

#### B. MOMENT OF SILENCE AND SALUTE TO THE FLAG

*The members observed a moment of silence followed by the Salute to the Flag. Moderator Newsome asked the RTM to keep the de la Cruz family in their thoughts and prayers.*

#### C. APPROVAL OF MINUTES OF NOVEMBER 9, 2016

*A motion to approve the minutes was made by Rep. Conley, seconded by Rep. Bailey.*

*The vote on approval of the minutes carried unanimously.*

#### D. CITIZENS' PETITIONS

*None.*

#### E. RECEPTION OF COMMUNICATIONS

*Moderator Newsome read the retirement letter that Town Manager Mark Oefinger submitted to the Town Council on December 8, 2016. The anticipated date of retirement is March 10, 2017.*

*Moderator Newsome thanked all who attended the joint Town Council/RTM meeting held on November 16, 2016. He stated that the meeting proved to be valuable for the upcoming budget deliberations.*

*Town Clerk Betsy Moukawsher stated that there is an audio tape available of that meeting in the Town Clerk's office.*

*Moderator Newsome stated that he recently attended a meeting with the Town Manager and the*

*Information Technology Department. They discussed the Capital Item for updated software systems and it was noted that the IT Department is on track to implement the new software once the Capital Item is approved.*

*The Moderator read the Town Council referral 2016-0250 Resolution authorizing the Town Manager to enter into agreements to convert town owned street and parking lot lights to light-emitting diode (LED). He referred the matter to the Public Works Committee to report to the full RTM with their recommendation at the January 11, 2017 regular RTM meeting.*

*The Moderator stated that the Town Council will be taking action on Ordinance #229 an amendment to the Enterprise Zone. He noted that the RTM has 45 days to approve or disapprove if the amended ordinance is implemented. He referred the matter to the Finance Committee.*

*Moderator Newsome stated the Reps. Deane-Shinbrot, Hubbard, Merritt, Pasqualini, I. Streeter. J. Streeter, Watrous and Wilson notified the Town clerk of their absence.*

## **F. REPORT OF THE TOWN MANAGER**

### **1. Financial report**

*Town Manager Mark Oefinger reported that the Fund Balance as of November 30, 2016 was approximately \$9.9 million. He reported that the FYE 2017 General Contingency budget was appropriated at \$425,000 with a current balance of \$364,810. He reported that the Capital Reserve Fund balance as of November 30, 2016 is estimated at \$1.5 million.*

### **2. Monthly briefing**

*Town Manager Mark Oefinger highlighted items from the Town Manager's Monthly News report. He gave an update on the current revaluation project which commenced in late January 2016 and is projected to be completed by the beginning of January 2017. Property owners will then have an opportunity to appeal their assessment to the Board of Assessment Appeals in March 2017. He mentioned the Thanksgiving Distribution which served approximately 450 Groton households. Donations are being accepted by Groton Human Services for the next holiday distribution on December 23, 2016. He noted that the Town Employee's United Way Campaign raised \$17,500 from 92 Town of Groton employees. He referred to attachment 1 which is a press release from Suisman Shapiro Attorneys-at-Law announcing the election of Eileen Duggan as a shareholder in the firm. Attorney Duggan is the first woman to serve in this senior leadership role for the largest law firm in eastern Connecticut. He referred to attachment 2 a November 2016 update on Groton Economic Development projects from the Office of Planning and Development Services. He referred to attachment 3 an invitation from the Groton Senior Center for Carol Pratt's retirement party on Thursday, December 15th from 6:00 p.m to 10:00 p.m at the Groton Inn & Suites. Tickets are \$25.00 per person.*

## **G. REPORT ON ECONOMIC DEVELOPMENT**

*None.*

## **H. REPORT OF THE SUPERINTENDENT OF SCHOOLS**

*Assistant Superintendent of Schools Susan Austin reported on numerous Board of Education initiatives to improve communication. She stated that communication is the heart of education. She noted that the most current initiative was a district newsletter that would be published in the Fall, Winter and Spring. She shared a copy of the Fall 2016 edition with the RTM. She referred to several articles in the issue that included Grants, Awards and Accolades and a writer's workshop with Columbia University. She noted that she would be in Hartford tomorrow with the Town Manager and elected officials to craft legislation for a waiver of the \$450.00 per square foot cap in school construction to proceed with the Groton 2020 Plan. In addition, she wants to insure that Groton Public Schools receives the diversity grant for racial imbalance.*

*Rep. McDermott voiced his concern over a recent Ledge Light Survey published that showed 1/3*

*of the students were not all that concerned about opioid use and felt that they could handle the situation if confronted with it. He asked what other initiatives are in place other than the D.A.R.E. Program.*

*Assistant Superintendent Susan Austin stated that work has begun on a Healthy Development curriculum for Pre-K-12 grades and where it fits in for the appropriate grade. Instruction includes Mental Health, Risky Behavior and Substance Abuse. She stated that two way communication is necessary between the schools, parents and students. She suggested the possibility of having some School Forums for discussion on this matter.*

**I. LIAISON REPORTS**

*None.*

**J. COMMITTEE REPORTS**

**1. FINANCE - Chairman Quinn**

*No meeting, no report.*

**2. COMMUNITY DEVELOPMENT & SERVICES -Chairman Conley**

*No meeting, no report.*

**3. EDUCATION - Chairman Neugent**

*No meeting, no report.*

**4. RECREATION - Chairman Wilson**

*No meeting, no report.*

**5. PUBLIC SAFETY - Chairman McDermott**

*No meeting, no report.*

**6. PUBLIC WORKS - Chairman Deane-Shinbrot**

*No meeting, no report.*

**7. RULES & PROCEDURES - Chairman Massett**

*No meeting, no report.*

**K. BUDGET DISCUSSIONS**

*None.*

**L. OTHER BUSINESS**

**2016-0274 2017 RTM Meeting Schedule**

**RESOLUTION APPROVING 2017 RTM MEETING SCHEDULE**

WHEREAS, Freedom of Information Statutes require filing a calendar-year schedule of meetings with the Town Clerk, and

WHEREAS, the Representative Town Meeting has met regularly on the second Wednesday of each month, now therefore be it

RESOLVED, that the Representative Town Meeting hereby approves the meeting schedule for 2017 as follows:

Wednesday, January 11, 2017

Wednesday, February 8, 2017

Wednesday, March 8, 2017

Wednesday, April 12, 2017

Wednesday, May 10, 2017

Wednesday, June 14, 2017

Wednesday, July 12, 2017

Wednesday, August 9, 2017  
Wednesday, September 13, 2017  
Wednesday, October 11, 2017  
Wednesday, November 8, 2017  
Wednesday, December 13, 2017  
Wednesday, January 10, 2018

All meetings will be held at 7:30 p.m. at the Groton Senior Center, 102 Newtown Road, Groton, Connecticut 06340.

**A motion was made by Rep. Parker, seconded by Rep. Adams, that this matter be Adopted.**

**The motion carried by the following vote:**

**Votes:** In Favor: 22 - Moderator Newsome, Rep. Adams, Rep. Bailey, Rep. Baker, Rep. Burgos, Jr., Rep. Casper, Rep. Conley, Rep. Frickman, Rep. Slieker-Hersant, Rep. Gilly, Rep. Maher, Rep. Massett, Rep. McCabe, Rep. McDermott, Rep. Nault, Rep. Neugent, Rep. Obrey, Rep. Parker, Rep. Steinfeld, Rep. Swindell, Rep. Wagner and Rep. Welles  
Non-voting: 1 - Rep. Marley

*Rep. Conley stated that due to her new responsibilities as a State Representative of the 40th District, she would not be able to devote the time that is required to represent her constituents of the 4th District on the RTM. She submitted her letter of resignation.*

*Moderator Newsome congratulated Rep. Conley and thanked her for her service to the RTM.*

*Rep. Neugent thanked Rep. Conley for her service as a member, Moderator and as one of the Floor Leaders of the RTM.*

#### **M. ADJOURNMENT**

*A motion to adjourn was made by Rep. Massett, seconded by Rep. Neugent and so voted unanimously. Moderator Newsome adjourned the meeting at 8:13 p.m.*

*Attest:*

*Betsy Moukawsher, Town Clerk  
Clerk to the RTM*

*Michael Thorpe, Town Clerk Office Assistant II*